

# CITY OF HIGH POINT

## AGENDA ITEM



**Title:** Agreement for Services with Atla Planning and Design to develop a Regional Bicycle Plan for the High Point Metropolitan Planning Organization

**From:** Mark McDonald, Transportation Director

**Meeting Date:** February 19, 2018

**Public Hearing:** No

**Advertising Date:** NA

**Advertised By:** NA

**Attachments:** Bid Recommendation

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### **PURPOSE:**

Consideration of a Agreement for Services with Alta Planning and Design for the development of a Regional Bicycle Plan for the High Point Metropolitan Planning Organization (HPMPO).

### **BACKGROUND:**

The City of High Point is the lead agency for the HPMPO, and is responsible for the management of State and Federal funding used for the benefit of all member agencies. The City of High Point on behalf of the HPMPO invited Statement of Qualifications (SOQs) and information from qualified firms to provide professional consulting services for the development of a Regional Bicycle Plan. Alta Planning & Design was selected and approved by City Council at the January 16, 2018 meeting.

### **BUDGET IMPACT:**

The HPMPO has budgeted for this project in the 2017/2018 budget and the 2018/2019 budget. The HPMPO budget is part of the High Point Department of Transportation's approved FY2017-2018 budget.

### **RECOMMENDATION / ACTION REQUESTED:**

The Department of Transportation recommends approval of this Agreement.



**FORMAL BID RECOMMENDATION  
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: Transportation

COUNCIL AGENDA DATE: February 19, 2017

BID NO.: RFQ 27-122217

CONTRACT NO.:

DATE OPENED: Dec 22, 2017

**DESCRIPTION:**

The City is the lead agency for the HPMPO, and is responsible for the management of State and Federal funding used for the benefit of all member agencies. The City of High Point on behalf of the HPMPO invited Statement of Qualifications (SOQs) firms to provide consulting services for a Regional Bike Plan.

**PURPOSE:**

The High Point Metropolitan Planning Organization (HPMPO) is seeking professional consulting services to develop a regional bicycle plan for the (HPMPO).

**COMMENTS:**

The HPMPO has budgeted for this project in the 2017/2018 budget and the 2018/2019 budget. The HPMPO budget is part of the High Point Department of Transportation's approved FY2017-2018 budget.

RECOMMEND AWARD TO: Alta Planning and Design

AMOUNT: \$269,000

**JUSTIFICATION:**

Federal law requires that MPOs develop long range planning documents for all modes of transportation. The regional bike plan will be used to develop bike facilities throughout the High Point metropolitan region and serve as a guide for our Comprehensive Transportation Plan and Metropolitan Transportation Plan

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
301610	527101	301181171805		
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: Mark V. McDonald, P.E.

Digitally signed by Mark V. McDonald, P.E.  
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Dept., email=mark.mcdonald@highpointnc.gov, c=US  
Date: 2018.02.09 15:19:31 -0500

DATE: Feb 9, 2018

The Purchasing Division concurs with recommendation submitted by the Transportation and recommends award to the lowest responsible, responsive bidder Alta Planning & Design in the amount of \$ 269,000.00.

PURCHASING MANAGER: Erik Conti

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Date: 2018.02.09 16:13:38 -0500

DATE: Feb 9, 2018

Approved for Submission to Council

FINANCIAL SERVICES DIRECTOR: 

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Date: 2018.02.12 09:44:24 -0500

DATE: Feb 12, 2018

CITY MANAGER: Greg Demko

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DATE: Feb 12, 2018